

Ex. 1. Rewrite the sentences in the passive.

1) He cut the grass with the new lawnmower yesterday. 2) Did they show the fire on the news? 3) Emma is showing them the photographs. 4) When did the wind blow down the tree? 5) Who has to sign these papers? 6) Amanda hates people staring at her. 7) She expects her boss to offer her a promotion. 8) Will you have completed the task by Friday evening? 9) Who teaches traditional dance at this school? 10) People often stuff turkeys with chestnut stuffing. 11) They awarded him a prize for his competition entry. 12) Will they play the tennis match on an outdoor court? 13) Tom doesn't like people asking him personal questions. 14) Who is going to welcome the guests?

Ex. 2. Rewrite the following passage in the passive.

Someone broke into the National Gallery late last night. The thieves had broken the alarm system before they climbed through a window. They stole some priceless works of art. They used a getaway car to escape. The police have questioned some suspects. They have not caught the thieves yet.

Ex. 3. Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given.

1. Last Thursday we appointed a new marketing manager. (**WAS**) A new _____ last Thursday.
2. Smith Ltd are supplying our company with furniture. (**SUPPLIED**) Our company _____ by Smith Ltd.
3. William the Conqueror built the castle in the 11th century. (**BY**) The castle _____ William the Conqueror in the 11th century.
4. No decision has yet been made. (**DECIDED**) Nothing _____ yet.
5. People believe that someone murdered Jenkins. (**WAS**) It _____ murdered.
6. Your hair needs cutting. (**GET**) You ought _____ cut.
7. The police were following the suspects. (**WERE**) The suspects _____ police.
8. No one has seen Peter since the day of the party. (**BEEN**) Peter _____ the day of the party.
9. We put up a notice about the trip on the notice board yesterday. (**WAS**) A notice _____ up on the notice board yesterday.
10. People think that an apple a day is good for you. (**TO**) An apple a day _____ for you.

Have / get + object + past participle

Ex. 4. Rewrite each sentence so that it contains a form of *have something done*. Do not include the agent.

1. A painter painted our house last month.
2. The hairdresser is cutting my hair this afternoon.
3. Someone has stolen my motorbike.
4. The dentist has taken out all of Ricky's teeth.
5. I haven't been to the car-wash for a long time.
6. The men are coming to put in the new central heating on Saturday.
7. Someone broke Harry's nose in a fight.
8. Isn't it time someone fixed your television?

Ex. 5. Complete the sentences using the correct form of the verbs in the list.

Alter build check cut enlarge launder redecorate replace

1. She has found a dress she likes, but she will need ... it ... before the wedding.
2. The price includes the cost of ... your hair washed, ... and dried.
3. I'd rather pay ... my shirts ... than spend the time doing it myself.
4. I took some great photos of the landscape and ... a couple of them ... and framed.
5. Look at the state of this room! Let's ... it ... before the holidays.
6. You should ... all electrical equipment ... regularly to make sure it is safe.

Ex. 6. Rewrite each sentence so that it contains a passive form, and does not contain the words in *italics*.

1. e. g. *Apparently*, Freddie has a wife in Scotland. *Freddie is said to have a wife in Scotland.*
2. *Nobody* knows *anything* about Brenda's family.
3. *People* think that *someone* started the fire deliberately.
4. You should *ask* a doctor to see to that cut.
5. *People* say that Chris was in the army.
6. My trousers *need* to be pressed before I leave.
7. *No-one* has signed this letter.
8. Mary's hair still *needs* cutting.

Ex. 7. a. Rewrite the sentences using passive forms. Only include the agent where necessary.

1. The company requires a new training manager.
2. The Human Resources Department has advertised the post in all national newspapers.
3. The company is seeking a highly motivated individual.
4. We were training someone for the role, but she left.
5. The company has received 45 applications so far.
6. We will not contact unsuccessful candidates.
7. We are only going to interview the five best candidates.
8. The Director will have completed the interviews by the end of next week.

b. Do the same with these sentences containing modal verbs.

1. Each candidate must complete an aptitude test.
2. You should have warned me that the interview room was unavailable.
3. We will have to rearrange the interviews.
4. People must tell me about any changes to the schedule.
5. The company has to do something about the lack of space.
6. The company could have improved its interview procedure.

Ex. 8. Decide which of these sentences *can't* be rewritten in the passive. Then rewrite the rest. Only include the agent where necessary.

1. Jenny told the police officer a lie.
2. Louis hates people telling him what to do.
3. I hate you looking like that.
4. I don't like people checking up on me.
5. We encourage our customers to give us their opinions.
6. I walked into the restaurant and sat down at a table.
7. I think he has broken his arm.
8. The police are looking into the cause of the accident.

Passive *-ing* forms and *infinitives*

Ex. 9. Decide whether the *-ing* or *to-infinitive* form fits the sentence. Underline the correct verb form.

1. The children remember being / to be taken to the museum.
2. Some people seem to enjoy being / to be frightened.
3. She wanted being / to be told the truth.
4. Harry deserves being / to be given a promotion.
5. Young children resent being / to be bossed around by older children.
6. Gary is hoping being / to be released from prison in a few weeks.
7. The manager insisted on being / to be kept informed of new developments.
8. I didn't expect being / to be invited to the party.

Ex. 10. Rewrite the sentences using a passive *-ing* form or infinitive.

e. g. No one enjoys it when other people tell them what to do. *No one enjoys being told what to do.*

1. I wanted someone to offer me the opportunity to travel.
2. She could remember someone carrying her out of the burning building.
3. He didn't expect the company to make him redundant.
4. She is hoping that voters will elect her as mayor.
5. My father insisted that we should call him "Sir".
6. I hate it when people let me down at the last minute.

Ex. 11. Read the text and complete each gap with one suitable word. In some cases, there is more than one correct answer.

Ever since I first heard that I (1) ____ had my paper accepted at the conference, I've been worrying about everything that I need to (2) ____ done.

First of all, I had to work out what to wear when I give my talk. In the end, I've just decided to (3) ____ my best suit cleaned rather than have all the hassle of finding a new one or (4) ____ one made.

Next, my hair (5) ___ cutting. I'm thinking of (6) ___ it drastically restyled for a smarter, more professional look. I'll get Tony (7) ___ give me a few ideas on what will look best. As I (8) ___ my laptop stolen when my car (9) ___ broken into, I've borrowed one and I'll get one of the IT guys at the university (10) ___ transfer my presentation onto it. I'll (11) ___ a taxi to pick me up from home, so I won't (12) ___ taking to the airport, but thanks for asking!

Ex. 12. Rewrite the following sentences so that the underlined part is in the passive.

1. People frequently ask me if parapsychology is recognized by universities.
2. He had warned me that revisiting the past may bring back some painful memories.
3. You must list references at the end of an essay.
4. Someone questioned his sources.
5. Everyone often says that things were better in the "good old days".
6. Scientists have thought for some time that life on other planets may be possible.

Ex. 13. Choose the word or phrase (A, B, C or D) which best completes each sentence.

1. I don't like _____ cheated.
A being B to have been C been D get
2. _____ been banned from driving, I was unable to rent a car on holiday.
A Getting B Having C Being D To
3. John enjoys being _____ around.
A bossing B boss C to boss D bossed
4. They hated not having _____ selected for the shortlist.
A been B be C being D get
5. I _____ my secretary re-type the memo.
A got B get C had D having
6. She _____ her husband to put up some shelves in the kitchen.
A got B had C have D is having

Ex. 14. Translate the following sentences from Russian into English.

1. Эта книга рекомендуется студентам начальных курсов.
2. Работа снабжена богатым иллюстративным материалом.
3. Опубликованная в этом сборнике статья была написана известным лингвистом.
4. Этот словарь был пересмотрен, расширен и отредактирован одним из его авторов через несколько лет после выхода первого издания.
5. Практический анализ структуры предложения дается автором во второй части его грамматики.
6. В конце работы дается большое приложение.
7. Первые сведения об истории английского языка мы получаем из этих письменных памятников.
8. Автором был составлен большой список литературы по данным вопросам.
9. Ученый должен знать, какие новые исследования проводятся или планируется проводить в интересующей его области.
10. Извините, что я вас вчера подвел.
11. Автобус проехал мимо нас, не останавливаясь.
12. Я должен извиниться за то, что пришел так поздно.
13. Ему нужно подстричь волосы.
14. Вы ни за что не догадаетесь, где я шил костюм.
15. Бояться было нечего.